

Christ the King Catholic Voluntary Academy



Christ the King
Catholic Voluntary Academy

Post-16 Learning Agreement

Welcome to the Sixth Form.

The aim of this agreement is to ensure that within the Sixth Form we create an environment where students and staff can realise our Mission Statement every day: “To provide the best education and care we can for all members of our living faith community”.

As a student in the Sixth Form you are expected to be an ambassador for our Academy and an excellent role model for the younger students. Whilst the expectation is that you are studying in the Sixth Form out of choice, and therefore self-motivated, it is also acknowledged that for some students the transition to independence may take time and may require additional support from staff. This code of conduct outlines our expectations of you, as well as our commitment to support you. We will encourage you to reach your potential by creating an environment in which you are able to learn. We will help to prepare you for your future by encouraging you to become mature, responsible and industrious. We are also committed to providing a high standard of teaching and support to enable you to make good progress.

In order for you to succeed, it is important that you have a positive Attitude for Learning. This means that you are expected to attend regularly and on time, come prepared to learn, engage positively in lessons and make good use of private study time to follow the guidance and recommendations of your subject teachers.

By enrolling to Christ the King Sixth Form you automatically agree to these expectations:

In Year 12 registration is compulsory. This is regardless of whether you have a lesson period 1. This is because registration is important. It allows your tutor to share messages that you may need for your day as well as to offer support with managing your time and study skills.

In Year 13 students must attend at least 3 registrations a week so that you can be supported with university/career applications. However, if you are demonstrating the required Attitude to Learning then where you do not have lessons in the morning you may decide to work from home. N.B. This decision must be supported by your tutor.

Health and Safety

After the start of the day, if you arrive late or decide to leave the site then you must come through Student Services and sign in/out. This is essential to ensure your safety in the event of an emergency. When you are out in the community then you are expected to behave in a responsible manner. This means that you need to consider your safety and the safety of others.

Attendance and punctuality

All lessons are compulsory including Core RE, CPSD and Private Study. Absence should be avoided where possible. This means that planned appointments should be made outside of school hours. When an absence cannot be avoided then you must complete a planned absence form and hand it to your tutor.

Any unplanned absences must be reported before 8.45am to your tutor via email or phone call – poor attendance or punctuality may jeopardise your place at the Sixth Form.

In all instances of absence you are required to ensure that any missed work is completed.

Subjects

As a student who has entered the first stage of voluntary education it is expected that you want to fulfil your potential. Therefore your teachers will expect that you will complete all work to an acceptable standard and that it will be handed in on time. They will expect that you arrive to the lessons on time and that you are prepared for your learning. They will also expect that you complete additional study tasks outside of your lessons. There is an expectation that you will attend all lessons in order to succeed, however, lesson attendance should not fall below 90%.

If you are not meeting these expectations then you will be issued with a conduct mark. These will be discussed with you before being issued and will be used by teachers to identify where you may need additional support to gain independence.

Sixth Form Facilities

The resources that are solely available to the Sixth Form include the common room, two study rooms and the toilets in Regis. The expectation is that the facilities will be used appropriately and with respect to others, the equipment and the surrounding classrooms. The Prefect Team will be responsible for ensuring that these expectations are met. Inappropriate use or treatment of these facilities may result in privileges being removed from individuals.

Appearance and Dress

You are expected to dress sensibly and appropriately for the context of your education. This means that you should be mindful of younger students in the community. You should not wear any item that may offend others due to it being too revealing or containing inappropriate messages.

You are expected to be responsible for this and regulate your own dress, however, if you wear something that is deemed unacceptable you may be asked to cover up or go home to change. When you are asked to represent the Academy in a community event such as Mass, or Open Evening you will be expected to dress in a smart outfit.

Mobile phones

Mobile phones should be used in a professional manner. This means that it is acceptable for a student to use a phone appropriately in school, however, it is not appropriate to use a phone in lessons, unless instructed by the teacher.

Contact with home

Whilst it is recognised that you are now young adults and responsible for your own education we will still share information with your parents. Again this is to support your transition into adulthood.

We will issue assessment data regularly. This will include a full written report and one parents evening. You will commit to sharing this information with your parents/carers so that we can work together to ensure you make good progress in the Sixth Form.

You should provide the Academy with up to date contact details (email and mobile phone number) both for a contact at home and yourselves. Tutors should be the first port of call for all queries and concerns about your progress and pastoral needs in the Sixth Form.

Behaviour

Sixth Form students are expected to behave in an exemplary manner at all times both in and out of school, including the use of social media.

On the rare occasions when students are not meeting our expectations then a conduct mark will be issued. This will only ever happen when a student has been spoken to and will signify that they have failed to respond to the concern of a staff member.

If poor behaviour continues then it may need to be escalated to the Head of Sixth Form or the Assistant Principal (SDWB). This may also occur for a serious one-off incident.

Form tutors should monitor the number of conduct marks recorded on SIMS and respond according to the table below.

Number of Points	Minimum Response
3	Form Tutor to speak to the student
6	Form tutor to speak to the student's parent/guardian
9	Form Tutor to refer the student to the Head of Sixth Form
12	Head of Sixth Form to agree specific targets for improvement with the student
15	Head of Sixth Form to invite parents in for a meeting to discuss the lack of progress
20	Head of Sixth Form to refer to AP (SDWB)

Please sign below to acknowledge your support for this agreement:

Name of Student		Date:
Signature of Student		
Name of Parent/Carer		Date:
Signature of Parent/Carer		
Name of Form Tutor		Date:
Signature of Form Tutor		